

**216A.2 Appointment of department director, deputy director, and administrators — duties.**

1. The governor shall appoint a director of the department of human rights, subject to confirmation by the senate pursuant to [section 2.32](#). The department director shall serve at the pleasure of the governor and is exempt from the merit system provisions of [chapter 8A, subchapter IV](#). The governor shall set the salary of the department director within the ranges set by the general assembly.

2. The department director is the chief administrative officer of the department and in that capacity administers the programs and services of the department in compliance with applicable federal and state laws and regulations. The duties of the department director include preparing a budget, establishing an internal administrative structure, and employing personnel.

3. The department director shall appoint the administrators of the divisions within the department and all other personnel deemed necessary for the administration of [this chapter](#). The department director shall establish the duties of the administrators of the divisions within the department.

4. The department director shall do all of the following:

a. Manage the internal operations of the department and establish guidelines and procedures to promote the orderly and efficient administration of the department.

b. Prepare a budget for the department, subject to the budget requirements pursuant to [chapter 8](#), for approval by the board.

c. Coordinate and supervise personnel services and shared administrative support services to assure maximum support and assistance to the divisions.

d. Serve as an ex officio member of all commissions or councils within the department.

e. Serve as an ex officio, nonvoting member of the human rights board.

f. Solicit and accept gifts and grants on behalf of the department and each commission or council and administer such gifts and grants in accordance with the terms thereof.

g. Enter into contracts with public and private individuals and entities to conduct the business and achieve the objectives of the department and each commission or council.

h. Issue an annual report to the governor and general assembly no later than November 1 of each year concerning the operations of the department. However, the division of criminal and juvenile justice planning and the division of community action agencies shall submit annual reports as specified in [this chapter](#).

i. Seek to implement the comprehensive strategic plan approved by the board under [section 216A.3](#).

[86 Acts, ch 1245, §1202](#)

[C87, §601K.2](#)

[88 Acts, ch 1158, §95; 90 Acts, ch 1180, §3](#)

[C93, §216A.2](#)

[95 Acts, ch 212, §9; 99 Acts, ch 201, §10, 11; 2003 Acts, ch 145, §205; 2010 Acts, ch 1031, §102, 170; 2014 Acts, ch 1092, §46](#)

[Referred to in §216A.133](#)